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Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief, Intelligence School

DATE: 17 December 1957

FROM : Chief, Orientation Faculty

SUBJECT: Weekly Activities Report #50, 11 - 17 December 1957

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1. Significant Items:

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a. Under the program arranged by [] members of the following IAC subcommittees briefed the IO staff on their mission and functions:

The Chief, OF has scheduled briefings with the remaining IAC subcommittees later this week.

Briefings held so far have given the IO staff a current and complete picture of the activities of these important subcommittees.

2. Other Activities:

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A. Intelligence Orientation

[] has drawn up the lecture schedule for IO #17 which begins on 6 January. We are asking all lecturers to submit outlines of their presentations to be passed out to students in advance of the lecture. We also plan to resume the two area survey lectures which were omitted during the last course because of the Thanksgiving holiday.

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B. Exhibits

[] met with [] O/C Training Officer, and members of his staff on 13 December to discuss plans for Commo participation in the Support Exhibit. Commo has agreed to ready an interim exhibit for the January course and are planning to present a permanent exhibit later in the year.

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C. Special Projects

[] met with [] of the Visual Aids Section on 11 December to discuss our needs for up-to-date films in the fields of intelligence and operations. [] subsequently requested from the Graphics Register a machine run of all films from IAC agencies and commercial sources produced after 1950. We plan to preview as many of these as possible before the January course.

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D. Special Briefings

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[] who is serving as an alternate to [] the CIA Orientation Officer, presented the CIA Review lecture to [] field returnees on 11 December in 117 Central Building.

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3. Personnel Notes:

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1. [] has completed the Operations Familiarization Course and returned to duty on 16 December.

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2. [] was on annual leave 11 December because of illness in his family.

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3. [] was on annual leave 13 December.

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